

## September 11, 2025, CoC Packet

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Prince William Area Continuum of Care

# Agenda

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Prince William Area Continuum of Care



## Prince William Area Continuum of Care (CoC)

**Date:** September 11, 2025

**Time:** 1:30 p.m.-3:30 p.m.

**Location:** Virtual

**Facilitator:** Elijah Johnson, PWC Deputy County Executive

### Governance Committee

Elijah Johnson, Chair (Phyllis Jennings-Holt alternate)  
Randi Knights (Nicole Kirven alternate)  
Dana Carey (Samantha Biller alternate)  
Martina Jackson Green (Vacant)  
Valarie Hunt (Tontee Verbal alternate)

## AGENDA

- Registration of Attendance
- Welcome and Introduction
- Approve July CoC Meeting Minutes
- Committee Reports:
  - Service Continuum x1
  - PAR x2
  - Governance x2
- Street Outreach Policy
- Nominations for CoC Non-Provider Alternate to the Governance Committee
- Lived Experience Governance Appointments
- Housing Board Update
- DSS Lead Agency Update
- Agency Spotlight:
  - CoC Dashboards, Gaither Dynamics, Gaither Stephens
- Announcements

Kylie Phillips  
Elijah Johnson  
**ACTION ITEM**  
**ACTION ITEM**

**ACTION ITEM**  
Dana Carey  
Dana Carey  
Candice Stancil  
Dana Carey

**Next Meeting: Thursday, November 13, 2025, 1:30 p.m.**  
**Virtual Webex**

# Meeting Minutes

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Prince William Area Continuum of Care

Elijah Johnson, Chair (Phyllis Jennings-Holt)  
Randi Knights (Nicole Kirven alternate)  
Dana Carey (Samantha Biller alternate)  
Martina Jackson-Green (Vacant alternate)  
Valeria Hunt (Tontee Verbal alternate)

## Prince William Area Continuum of Care (CoC)

**Date:** July 10, 2025  
**Time:** 1:30 p.m.  
**Location:** Webex  
**Facilitator:** Elijah Johnson, PWC Deputy County Executive

## Meeting Minutes

### Voting Member Attendees - Quorum Yes ☒ No ☐

1. ACTS– Valarie Hunt
2. Aya Housing Collective – Fatima Abdulla
3. CFH, Inc.– George Davies, Jr.
4. Citizen Representative– Debbie Owens
5. Citizen Representative– Marie Richards
6. City of Manassas Park Department of Social Services– Randi Knights
7. Cooperative Council of Ministries– LaTonya Thomas
8. Friendship Place– Emelie Jimenez
9. Jobs for Veterans State Grant/Virginia Works– Lou Perkins
10. Operation Renewed Hope Foundation– April Ballard
11. Northern Virginia Family Service– Tontee Verbal
12. Northern Virginia Food Rescue– Megan Franco
13. Pathway Homes, Inc.– Bahira Parker
14. Prince William County Community Services– Lynn Fritts
15. Prince William County Department of Social Services– Dana Carey
16. Prince William County Office of Housing and Community Development– Angela Bassette
17. StreetLight Community Outreach Ministries– Gabriele Tibbs
18. The Church-God’s Assembly– Maria Wells
19. The House, Inc.– Jessica Streufert

### Organizations with Voting Members Not Present

1. Casa BruMar
2. Centro De Apoyo Familiar
3. City Of Manassas Department of Social Services
4. Good Shepherd Housing Foundation
5. Hope Village of Virginia
6. NOVA Bulls Organization
7. Peo
8. People, Inc.
9. Saved Hands Foundation

10. Serving Friends
11. The Human Services Alliance of Greater Prince William

**Other Attendee**

1. ACTS – Lisa Chill
2. ACTS – Maggie Perez
3. ACTS – Sherri Stewart
4. Catholic Charities Mother of Mercy Free Medical Clinic– Alexandra Luevano
5. CFH, Inc. – Brenda Via
6. Northern Virginia Family Service – Renate Canfield
7. Prince William County Community Services – Angel Ruiz
8. Prince William County Community Services – Harry Hogshead
9. Prince William County Community Services – Heather Martinsen
10. Prince William County Department of Social Services – Akira Brown
11. Prince William County Department of Social Services – Candice Stancil
12. Prince William County Department of Social Services – Damien Quesada
13. Prince William County Department of Social Services – Jeanine Gravette
14. Prince William County Department of Social Services – Kylie Phillips
15. Prince William County Department of Social Services – Latasha Younger
16. Prince William County Department of Social Services – Mabel Bonilla
17. Prince William County Department of Social Services – Patricia Caples
18. Prince William County Department of Social Services – Phyllis Jennings- Holt
19. Prince William County Department of Social Services – Pricilla Castillo-Woyak
20. Prince William County Department of Social Services – Samantha Biller
21. Prince William County Office of Housing and Community Development – Elizabeth Funes
22. Prince William County Public Schools– Tami Eppolite
23. Prince William Health District – Bonnie Fulford
24. StreetLight Community Outreach Ministries– Jenny Tran
25. UVA Community Health – Rozlyn Giddens
26. Virginia Women and Family Support Center– CJ Davis
27. Virginia Women and Family Support Center– Frances Robin

**I. Call to Order**

Elijah Johnson called the meeting to order at 1:39 p.m.

**Introduction**

**II. Review of Minutes**

**MOTION:** Lynn Fritts made a motion to approve May 8, 2025, CoC Meeting Minutes. Maria Wells seconded the motion. The minutes were approved, with no abstentions.

**III. Committee Reports**

One Program Analysis and Ranking (PAR), two Service Continuum, and two Governance committee reports were submitted.

**MOTION:** Randi Knights made a motion to approve the committee reports as submitted. Tontee Verbal seconded the motion. The committee reports were approved, with no abstentions.

**IV. Coordinated Entry Policy & Procedure Updates**

Jeanine Gravette reviewed the updates to the Coordinated Entry Policy and Procedures with the committee (*attachment*).

**MOTION:** Lynn Fritts made a motion to approve the Coordinated Entry Policy & Procedure updates. Maria Wells seconded the motion. The Coordinated Entry Policy & Procedure updates were approved, with no abstentions.

**V. CoC Bylaws Proposed Changes**

Dana Carey reviewed the proposed changes to the CoC Bylaws with the committee (*attachment*).

**MOTION:** Lynn Fritts made a motion to approve the CoC Bylaws Proposed Changes. Randi Knights seconded the motion. The CoC Bylaws Proposed Changes were approved, with no abstentions.

**VI. CoC Representative Housing Board Appointment**

Candice Stancil, Frances Robin, and Marie Richards volunteered to serve as the CoC Housing Board Representative. Each volunteer was given the opportunity to state why they are fit for the position. The committee was given the opportunity to vote for their preferred candidate. After tallying the votes, Candice Stancil was appointed as the CoC Housing Board Representative.

**MOTION:** Lynn Fritts made a motion to approve Candice Stancil as the CoC Housing Board Representative. Tontee Verbal seconded the motion. The appointment of Candice Stancil as the CoC Housing Board Representative was approved, with no abstentions.

**VII. CoC Non-Provider Member for Governance**

Dana Carey informed the committee of the need for alternate CoC non-provider member for Governance who will then become the primary member in FY27.

**VIII. Housing Board Update**

There are no Housing Board Updates currently.

**IX. DSS Lead Agency Update**

Dana Carey presented the DSS Lead Agency Update (*attachment*).

**X. Agency Spotlight:**

Lynn Fritts, Community Services, gave a presentation on Community Services Critical Time Intervention (CTI) program (*attachment*).

**XI. Adjourn**

There being no further business, Elijah Johnson declared the meeting adjourned at 3:03 p.m.

**Next Meeting: September 11, 2025, at 1:30 p.m.  
Virtual Info to follow.**

## Committee Summaries

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Prince William Area Continuum of Care





## Program Analysis and Ranking Committee

**Date:** July 8, 2025  
**Time:** 3:00 p.m.  
**Location:** Virtual Meeting  
**Facilitator:** Dana Carey  
**Governance Representative:** Dana Carey, PWC DSS Senior Business Services Administrator

### Meeting Summary

#### Voting Member Attendees - Quorum Yes ☒ No ☐

1. Citizen Representative– Debbie Owens
2. CFH, Inc.– George Davies
3. Human Services Alliance of Greater Prince William– Martina Jackson Green
4. Prince William County Office of Housing and Community Development– Amira Gonzalez
5. Prince William County Department of Social Services – Dana Carey

#### Other Attendees

1. Prince William County Office of Housing and Community Development– Jerica Johnston
2. Prince William County Department of Social Services– Kylie Phillips
3. Prince William County Department of Social Services– Samantha Biller
4. Prince William County Department of Social Services– Tonya Golden

### Welcome and Introduction

#### I. New Business

##### **VHSP Funding Update**

VHSP funding is being reduced by \$25,000 for FY26. The CoC Lead met with grantees, it was agreed to reduce the VHSP CoC Planning allocation, with no impact on existing programs. The CoC Lead will receive \$25,000 through another grant agreement with the state for CoC Planning activities.

##### **FY25 CoC Funding Renewal Process**

- HUD announced there will be a FY25 CoC program competition rather than a renewal year.
- There may be a prioritization of transitional housing and outreach projects.
- If there is eligibility to apply for new funding there will be a local competition where organizations submit an application that will be reviewed, scored, and ranked by the PAR committee to make a recommendation.

#### **Adjourn**

Meeting adjourned at 3:21 p.m.

**Next Meeting: Tuesday, June 10, 2025, at 3 p.m.  
Virtual – Webex Meeting info to follow.**



## Governance Committee

### Governance Committee

Elijah Johnson, Chair (Phyllis Jennings-Holt alternate)  
Randi Knights (Nicole Kirven alternate)  
Dana Carey (Samantha Biller alternate)  
Martina Jackson Green (alternate vacant)  
Valarie Hunt (Tontee Verbal alternate)

### Meeting Summary

**Date:** July 24, 2025  
**Time:** 1:00 p.m.  
**Location:** Virtual Meeting  
**Facilitator:** Elijah Johnson, PWC Deputy County Executive

### Voting Member Attendees: - Quorum Yes ☒ No ☐

1. ACTS – Valarie Hunt
2. City of Manassas Park Department of Social Services – Randi Knights
3. Prince William County Department of Social Services – Dana Carey

### Other Attendees

1. Citizen Representative – Deborah Owens
2. Citizen Representative – Marlene Richards
3. Prince William County Department of Social Services – Jeanine Gravette

#### **I. Call to Order:**

Elijah Johnson called the meeting to order at 1:05 p.m.

### Introduction

#### **II. Approval of CoC Minutes**

The committee reviewed the CoC Minutes for July 10, 2025.

**MOTION:** Randi Knights made a motion to approve the CoC Minutes for July 10, 2025, as presented. Valarie Hunt seconded the motion. The motion was passed with no abstentions.

#### **III. Review of Committee Summaries**

Dana Carey reviewed the Program Analysis and Ranking (PAR) summary with the committee with one amendment.

**MOTION:** Randi Knights made a motion to approve the committee summary as amended. Valarie Hunt seconded the motion. The motion was passed with no abstentions.

#### **IV. Lived Experience Governance Committee Member**

Deborah Owens was nominated as the FY26 Lived Experience Governance Committee Member, with Marlene Richards as the alternate. They will switch roles in FY27.

**MOTION:** Randi Knights made a motion to approve the Lived Experience Governance Committee representatives as presented. Valarie Hunt seconded the motion. The motion was passed with no abstentions.

V. **DSS Lead HSD Update**

Dana Carey presented the DSS Lead agency update (*attachment*).

VI. **Adjourn**

The meeting adjourned at 1:55 p.m.

**Next Meeting: Thursday, August 28th, 2025, 1:00 p.m.**



## Service Continuum Committee

**Date:** August 7, 2025  
**Time:** 9:30 a.m.  
**Location:** Virtual Meeting  
**Facilitator:** Jeanine Gravette, PWC DSS, Human Services Program Manager  
**Governance Representative:** Valarie Hunt, ACTS, Chief Operations and Programs Officer

## Meeting Summary

### Voting Member Attendees - Quorum Yes ☒ No ☐

1. ACTS– Shala Carter
2. Centro de Apoyo Familiar– Teresa Quiroz
3. Citizen Representative– Debbie Owens
4. Citizen Representative– Marie Richards
5. Friendship Place– Emelie Jimenez
6. Good Shepherd Housing Foundation– Kemsheer Smith
7. Northern Virginia Family Service– Tontee Verbal
8. Operation Renewed Hope Foundation– April Ballard
9. Pathway Homes, Inc.– Lauren Leventhal
10. Prince William County Community Services– Lynn Fritts
11. Serving Friends– Teresa Belcher
12. StreetLight Community Outreach Ministries– Andrea Shaffner
13. The Church-God’s Assembly– Maria Wells
14. The Human Services Alliance of Greater Prince William– Martina Jackson Green

### Other Attendees

1. Aetna– Jessica Davis
2. Casa BruMar Foundation– Heidi BruMar
3. Centers for Opportunity– Jo Graham
4. Centro de Apoyo Familiar– Josselin Gomez
5. City of Manassas Department of Social Services– Nicole Kirven
6. Department of Veteran Affairs– Nancy Espinal
7. Faith in God Charity Missions– Terrence Shey
8. Mother of Mercy Free Medical Clinic– Alexandra Luevano
9. Northern Virginia Family Service– Devin Heilmeier
10. Northern Virginia Family Service– Venita Julien
11. Prince William County Community Services– Angel Ruiz
12. Prince William County Community Services– Chandra Beander
13. Prince William County Community Services– Eyob Habtemichael
14. Prince William County Community Services– Harry Hogshead
15. Prince William County Department of Social Services– Akira Brown
16. Prince William County Department of Social Services– Alicia La Patra

17. Prince William County Department of Social Services– Brett Coulter
18. Prince William County Department of Social Services– Candice Stancil
19. Prince William County Department of Social Services– Felicia Garrison
20. Prince William County Department of Social Services– Kylie Phillips
21. Prince William County Department of Social Services– Latasha Younger
22. Prince William County Department of Social Services– Patricia Caples
23. Prince William County Office of Housing and Community Development– Angela Bassette
24. Prince William County Office of Housing and Community Development– Elizabeth Funes
25. PrinceWilliam Health District– Bonnie Fulford
26. Sentara Health Plans– Juanita Saunders
27. StreetLight Community Outreach Ministries– Marshelle Davis
28. Tree of Kingdom Life Ministries– Randall E Griggs Sr.
29. Virginia Employment Commission– Susan Orehowsky

## **Welcome and Introductions**

### **I. Agency Spotlights**

- **Centers for Opportunity, Pastor Graham**  
Pastor Graham provided the committee with an overview of Center for Opportunity and how they serve the community.
- **Critical Time Intervention Program (CTI), Community Services, Lynn Fritts**  
Lynn Fritts presented on Community Services new Critical Time Intervention Program(*attachment*).

### **II. Street Outreach Policy**

Jeanine Gravette presented the updated Street Outreach Policy (*attachment*).

**MOTION:** Lynn Fritts made a motion to approve the Street Outreach Policy. Andrea Shaffner seconded the motion. The motion was passed with no abstentions.

### **III. Bridging Between Programs**

Candice Stancil discussed the start of an ad hoc committee to create policies around bridging between programs.

### **IV. Update on One By-Name-List**

Alicia provided an update on moving to one by-name-list (*attachment*).

### **V. Develop Service Continuum Agenda**

### **Adjourn**

Meeting adjourned at 10:52 a.m.

**Next Training:  
MAP Assessment Training  
Thursday, August 21, 2025, 9:30 am- 11:00 am  
Virtual Webex**



## Program Analysis and Ranking Committee

**Date:** August 12, 2025  
**Time:** 3:00 p.m.  
**Location:** Virtual Meeting  
**Facilitator:** Samantha Biller  
**Governance Representative:** Dana Carey, PWC DSS Senior Business Services Administrator

### Meeting Summary

#### **Voting Member Attendees - Quorum** Yes ☐ No ☒

1. Citizen Representative– Debbie Owens
2. Prince William County Office of Housing and Community Development– Jerica Johnston
3. Prince William County Department of Social Services– Samantha Biller

#### **Other Attendees**

1. Prince William County Department of Social Services– Alicia La Patra
2. Prince William County Department of Social Services– Kylie Phillips

### Welcome and Introduction

#### **I. New Business**

##### **FY25 CoC NOFO**

- The 2025 Notice of Funding Opportunity (NOFO) will focus on treatment and recovery services, reducing unsheltered homelessness, reducing returns to homelessness and increasing earned income for program participants.
- There may be opportunities for new project types to include street outreach and transitional housing.
- CoCs are encouraged to evaluate the current effectiveness of projects and contribute to community goals.
- The committee will be notified immediately upon the release of the NOFO. The scoring and ranking process may require the committee to meet more frequently.

##### **Street Outreach & Transitional Housing Data**

- Alicia La Patra presented the Street Outreach & Transitional Housing Data (*attachment*).

#### **Adjourn**

Meeting adjourned at 4:02 p.m.

**Next Meeting: Tuesday, September 9, 2025, at 3 p.m.  
Virtual – Webex Meeting info to follow.**



## Governance Committee

### Governance Committee

Elijah Johnson, Chair (Phyllis Jennings-Holt alternate)  
Randi Knights (Nicole Kirven alternate)  
Dana Carey (Samantha Biller alternate)  
Martina Jackson Green (alternate vacant)  
Valarie Hunt (Tontee Verbal alternate)

### Meeting Summary

**Date:** August 28, 2025  
**Time:** 1:00 p.m.  
**Location:** Virtual Meeting  
**Facilitator:** Phyllis Jennings-Holt, PWC Director of Social Services

### Voting Member Attendees: - Quorum Yes ☒ No ☐

1. ACTS – Valarie Hunt
2. City of Manassas Park Department of Social Services – Randi Knights
3. Citizen Representative – Deborah Owens
4. Prince William County Department of Social Services – Dana Carey
5. The Human Services Alliance of Greater Prince William – Martina Jackson Green

### Other Attendees

1. Prince William County Department of Social Services – Alicia La Patra
2. Prince William County Department of Social Services – Jeanine Gravette
3. Prince William County Department of Social Services – Kylie Phillips
4. Prince William County Department of Social Services – Samantha Biller

### I. Call to Order:

Phyllis Jennings-Holt called the meeting to order at 1:01 p.m.

### Introduction

### II. Review of Committee Summaries

- Dana Carey reviewed the Program Analysis and Ranking (PAR) summary.
- Valarie Hunt reviewed the Service Continuum summary.
- The committee reviewed the Governance Summary.

**MOTION:** Randi Knights made a motion to approve the committee summary as amended. Martina Jackson Green seconded the motion. The motion was passed with no abstentions.

### III. Street Outreach Policy

Jeanine Gravette presented the updated Street Outreach Policy to the committee (*attachment*).

**MOTION:** Randi Knights made a motion to approve the Street Outreach Policy as presented. Dana Carey seconded the motion. The motion was passed with no abstentions.

### IV. Nominations for CoC Non-Provider Alternate to the Governance Committee

This agenda item was tabled due to no current nominations.

**V. DSS Lead HSD Update**

Samantha Biller presented the FY25 Quarter Four Financial Report (*attachment*).

Alicia La Patra presented the FY25 Quarter Four and FY25 Annual Provider Report Card (*attachments*).

Dana Carey presented the DSS Lead agency update (*attachment*).

**VI. Develop & Approve CoC Agenda**

The committee developed and approved the CoC Agenda.

**VII. Adjourn**

The meeting adjourned at 1:28 p.m.

**Next Meeting: Thursday, September 25th, 2025, 1:00 p.m.**